

# CHAPTER 1

## GENERAL INFORMATION

### A. AUTHORITY

DoD Directive 4140.1 (reference (a) ) and DoD Instruction 7420.12 (reference (b) ) .

### B. PURPOSE

The purpose of this Supplement is to publish information needed, within the Department of Defense and participating Agencies, to convert DoD fund codes to appropriation accounts. These accounts are used to report disbursements processed under interfund billing procedures as prescribed by DoD 4000. 25-7-M (reference (c) ) . In addition, when, through other coding, the fund code is used to designate an office to be billed, this Supplement provides the appropriate fund code to DoDAAC (billed office) conversion. This Supplement also identifies those "H" series DoD Activity Address Codes which are authorized to request interfund billing.

### C. APPLICABILITY AND SCOPE

The provisions of this Supplement apply to the Office of the Secretary of Defense, the Military Departments, the Defense Agencies, the Organization of the Joint Chiefs of Staff; the Unified and Specified Commands, Defense Organizations "(hereafter referred to collectively as the DoD Components) and, by agreement, to the General Services Administration and other organizations using Defense Logistics Management Standards.

### D. POLICY

The procedures contained in this Supplement will be uniformly implemented within and between all DoD Components. Priority will be given to the development and implementation of DLSS procedures prior to separate development and implementation of internal procedures. Requests for deviations or waivers will be considered when it can be demonstrated that the system in question cannot provide a workable method or

procedure. Deviation or waivers should not be requested solely to accommodate existing internal procedures or organizational environments.

## **E. NUMBERING SYSTEM**

1. Each chapter is divided into sections and, where necessary, into paragraphs and subparagraphs. Sections are indicated by capital letters, paragraphs by numbers. Subdivisions of paragraphs are indicated by lower case letters, numbers in parentheses and brackets, and lower case letters in parentheses and brackets as follows:

### Chapter 1

#### SECTION A

Paragraph 1.

Subparagraph a.

Subparagraph (1).

Subparagraph (a).

Subparagraph [1].

Subparagraph [a].

2. Appendices are identified by alphabetic and numerics to indicate an alphabetic group, e.g., A1, A2, B1, B2.

3. Pages are numbered in a separate series for each chapter and appendix. Pages of a chapter **are numbered** in sequence with Arabic numerals beginning with 1. Each page number of a chapter is preceded by the number of the chapter. The page numbering system of the appendices indicates the number of the appendix, i.e., B1-, B2-, etc., followed by the page number of the appendix.

## **F. DISTRIBUTION OF THE SUPPLEMENT**

1. DoD Components desiring copies of this publication will provide the Defense Logistics Agency with an open rider requisition using SF 1, Printing and Binding Requisition, and bulk distribution lists to cover , all printed changes to this Supplement. The SF 1 will be sent to:

Defense Logistics Agency Administrative Support Center

ATTN : DASC-PM

Cameron Station

Alexandria, .Virginia 22304-6100

2. The Defense Logistics Agency will distribute this Supplement and formal changes to DoD Components and participating organizations as indicated in their open rider requisition. Further distribution is accomplished within each organization based upon that organization's internal distribution procedures. Individuals and organizations desiring copies of this Publication will contact their 'local Publications distribution office.

## G. FOCAL POINTS

The organizations shown below have been designated as focal points for processing changes to reference (c) and this Supplement.

| <u>Organization</u>      | <u>Focal Points</u>   |
|--------------------------|---|
| Air Force                | Director<br>Defense Finance and Accounting Service<br>Denver Center<br>ATTN: DFAS-DE/PMM<br>Denver, CO 80279-5000<br><u>Message:</u><br>DFAS-DE LOWERY AFB//PMM                       |
| Army                     | Director<br>Defense Finance and Accounting Service<br>Indianapolis Center<br>ATTN: DFAS-IN/AP<br>Indianapolis, IN 46249-1026<br><u>Message:</u><br>DFAS INDPLSCTR INDIANAPOLIS IN//AP |
| Coast Guard              | Commanding Officer (SD)<br>U.S. Coast Guard Finance Center<br>1430A Kristina Way<br>Chesapeake, VA 23326-0001<br><u>Message:</u><br>COGARD FINCEN CHESAPEAKE VA//SD//                 |
| Defense Logistics Agency | Defense Logistics Agency<br>ATTN : FOX<br>Cameron Station<br>Alexandria, VA 22304-6100<br><u>Message:</u><br>DLA CAMERON STA ALEX VA//FOX   |